

SPECIAL PROJECTS DEPARTMENT CONFLICT OF INTEREST CODE

APPENDIX A - DESIGNATED POSITIONS

<u>Position</u>	<u>Duties</u>	<u>Category</u>
Deputy City Manager	Manages all aspects of the department	1
Program Managers (2)	Assist the City Manager, Assistant City Manager, and other City management staff by providing research assistance, preparing and reviewing reports, and drafting correspondence; undertaking special assignments; sitting on boards and committees as required; and acting as a liaison between the Manager's Office, the Mayor and City Council, and the community.	1
Director of Special Events Special Events Administrator	Generate and negotiate events which produce revenues for the City; provide specialized expertise for major City-sponsored events; monitor the City wide permitting process set forth in the Special Events Ordinance, including applications, departmental routing, permit approvals, coordinate with other agencies; and manage the City Store.	2
Director, of Development, Corporate Partnership Program	The Corporate Partnership Program (CPP) seeks opportunities for the City to generate revenue from partnerships with the corporate community in order to enhance municipal services and facilities in the City. The CPP also solicits and acts as the primary point of contact for corporate donations to the City in support of City programs and facilities. The Director of Development works closely with other City Departments developing corporate marketing and sponsorship programs which underwrite City-hosted events and promote City programs.	2
Director, Planned Giving and Philanthropy Planning	Seeks current and deferred donations of valuable property (including cash and equivalents, appreciated equity securities, debt securities, real property and tangible personal property) primarily from private individuals and families. Working closely with prospective and current donors, as well as their professional advisers, assists in the fulfillment of donors philanthropic goals. Provides expert guidance regarding the variety of philanthropic planning opportunities available to them through the City, as well as potential tax advantages that may arise from charitable donations. Works closely with City Departments to assist their initiatives for acquiring charitable donations, makes available to City personnel technical information and guidance and implements out-reach and information activities to educate the community about funding opportunities.	2
Consultants (2): A. B.	Advises the Deputy City Manager on capital project efforts. Develops and negotiates marketing partnerships for the City.	3

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APPENDIX B - DISCLOSURE CATEGORIES

CATEGORY 1:

- a. Investments and business positions in any business entity located in or doing business with the City of San Diego (the City).
- b. Income and gifts from sources located in or doing business with the City.
- c. Interests in real property located in the City, including property located within a two-mile radius of any property owned or used by the City.

CATEGORY 2:

- a. Investments and business positions in any firm or business entity that supplies goods or services to the City, that is tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.
- b. Interests in real property owned or used by any person or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.
- c. Income and gifts from any person or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.

CATEGORY 3:

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code subject to the following limitation:

The department director, assistant department director, program or projects managers, or supervisors may determine in writing that a particular consultant, although a “designated position” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties, and based upon that description, a statement of the extent of disclosure requirements. The department director’s, assistant director’s, program or project manager’s or supervisor’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.